

What on Earth is an ADMAG?

Well, no one would tolerate DAMAG, sounding, as it does, like either a Nazi bunker or a slur upon Texas A & M graduates, and MAGDA is just too cute.

In reality, the Administration Directorate's Management Advisory Group (ADMAG) began on 2 July 1973 as MSAG--the Management and Services Advisory Group--"to identify and study issues and problems affecting plans, programs and actions of the Management and Services Directorate and to make recommendations to the DD/M&S on those problems studied, thereby providing a forum for continuing dialogue between senior management and employees of this Directorate". Like the Directorate itself, ADMAG has undergone a series of changes. And while its focus has remained the same, it has suffered a continuous identity crisis as it has struggled to find meaningful issues and problems to study.

The Group consists of ^{Ten} ~~nine~~ representatives, one each from the offices of:

Communications

Data Processing

Finance

Logistics

Medical Services

Personnel

Security

Training

^{ISO}
and a representative of the MG Careerist Staff.

In its early days, ADMAG moved from the production of in-depth

research reports to the screening of a broad array of issues of possible Office, Directorate, or Agency interest and the preparation

of brief memoranda. The screening process continues to play an important role, as basic detective work often reveals that a problem brought to ADMAG's attention is being properly dealt with elsewhere. In such cases, ADMAG can prevent duplication of effort and can provide feedback about efforts already underway.

Some issues brought to ADMAG are highly emotional ones that affect a large number of employees. Such was the case with the complaints about the Agency's "inclement weather dismissal policy" during last winter's snow emergency. Many people were confused about the definitions of Codes One, Two and Three, "liberal leave policy", and "essential employees". Some felt it was unfair for Headquarters personnel to be dismissed early when Rosslyn personnel were not (not to mention disruptive of car pools and a strain on public transportation). ADMAG organized the various complaints into a memo to the Director of Personnel. OP responded with a weather emergencies memo for all employees which is designed to clarify the issues, explain terminology, and standardize policy.

On a different level, ADMAG has sometimes been used as a sounding board on various issues, as it is representative of mid-level, non-management employees. In this vein, ADMAG was asked to read and respond to the recent NAPA report on Agency personnel policies. Its comments were sent to the Director of Personnel in late April.

AD MAG's role as an advisory body and sounding board enables it to serve both the DDA and the Directors of the various offices (not just the D/OP, as the above examples might suggest). Recent discussions with the new DDA about ADMAG's future role have emphasized its "sounding board" role, and he has expressed an interest in getting members' opinions about ideas and policies while they

ADMAG will be acting as an informal contributor to the Directorate formal mechanism for studying energy conservation, looking at such items as expanding car pools, flex-time experiments, and the like.

ADMAG's future will depend upon the success of its members in meeting the requirements laid on it AND upon the use made of the ~~five~~ ^{ten} people who gather together at least once a month to offer their ideas and opinions. Membership changes once a year (with half of the offices rotating out every six months) and "new blood" keeps new ideas available to the group. Though some may feel it a thankless task, it has a potential for meaningful service to the Directorate.

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Psychologist, OMS/PSS
OMS Representative to ADMAG

Good
10 August 1979
Article for Exchange!

AGENDA

REGULAR AUGUST ADMAG MEETING

DATE: 20 August 1979

TIME: 1500

PLACE: Room 7D32 Headquarters

OLD BUSINESS

1. Discussion of status of insurance question.
2. Discussion of financial status of EAF.
3. Presentation of constructive ideas for improving the GSI cafeteria service.

NEW BUSINESS

Since some of the members will be on leave, new business will consist mainly of a discussion of planned activities for the coming months and the following:

1. Attached article from [REDACTED] for possible publication in the "DDA Exchange".
2. Plans to have a representative from Logistics bring the ADMAG up to date on energy conservation.

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